



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

**NOTICE OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY**

**Wednesday February 7, 2018**

**REGULAR MEETING 7:00 P.M.**

**Community Center**

**1601 Discovery Bay Boulevard, Discovery Bay, California**

**Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for January 17, 2018.
2. Approve Register of District Invoices.
3. Approve the Parks and Recreation Event Calendar for 2018.
4. Approve the Team Building Workshop for Town Management.
5. Approve Agency Comment Request – Development Plan Application – DP18-3003 – Lot Merger 3961 Lighthouse Place and 3957 Lighthouse Place.

**D. AREA AGENCIES REPORTS / PRESENTATION**

1. Supervisor Diane Burgis, District III Report
2. Sheriff's Office Report
3. CHP Report

**E. LIAISON REPORTS**

**F. PRESENTATIONS**

**G. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action regarding the Community Center Swimming Pool and Equipment Shed.
2. Discussion and Possible Action regarding the Acceptance of Fee Waivers approved by the General Manager for the following 2018 Program, Activities, and Events.
3. Discussion and Possible Action regarding Stantec's Revised Proposal to Prepare an Operations and Maintenance Manual for Wastewater Treatment Plants 1 and 2.

**H. MANAGER'S REPORT**

**I. INFORMATIONAL ITEMS ONLY**

**J. DIRECTORS' REPORTS**

1. Standing Committee Reports
2. Other Reportable Items

**K. GENERAL MANAGER'S REPORT**

**L. CORRESPONDENCE RECEIVED**

1. Received Byron Municipal Advisory Council meeting minutes for November 28, 2017.
2. Received Contra Costa County Board of Supervisors Notice of a Public Hearing regarding Zoning Text Amendment on February 6, 2018.
3. Received Contra Costa County Aviation Advisory meeting minutes for November 9, 2017.
4. Received Contra Costa County Aviation Advisory meeting minutes for January 11, 2018.

**M. FUTURE AGENDA ITEMS**

**N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

**O. CLOSED SESSION:**

1. Public Employee Performance Evaluation pursuant to Government Code 54957 (Position: General Manager)
2. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Kevin Graves/Rod Attebery  
Unrepresented Employee: General Manager
3. Conference with Legal Counsel—Anticipated Litigation Pursuant to Government Code Section 54956.9(b)  
One potential Case

**P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

**Q. ADJOURNMENT**

1. Adjourn to the next regular meeting of February 21, 2018 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."